

REGULAR MEETING OF THE HOUSING AUTHORITY
OF THE CITY OF MIDDLETOWN

February 8, 2016

The Regular Meeting of the Housing Authority of the City of Middletown was held at the Senior Center Meeting Room, 150 William Street, Middletown, Connecticut on Wednesday, February 8, 2016.

Chairman Noglow called the meeting to order at 5:09 p.m. and called the roll.

PRESENT: Evan Noglow, Chairman; Sebastian Santacroce, Vice Chairman; Phil Cacciola, Commissioner

ALSO PRESENT: William Vasiliou, Secretary; Tom Guzzi, Financial Manager; John Rumberger, Facilities Manager; John Boccalatte, Esq.

ABSENT: Senova Stone, Commissioner; Izzy Greenberg (excused absences).

PUBLIC SESSION: None

FOLLOW-UP REPORT: None

APPROVAL OF MINUTES: On motion by Chairman Cacciola, seconded by Vice Chairman Santacroce; it was unanimously voted to approve the minutes of the January 11, 2016 meeting as submitted.

APPROVAL OF BILLS: On motion by Vice Chairman Santacroce, seconded by Commissioner Cacciola; it was unanimously voted to approve the bills as submitted.

ACCOUNTS RECEIVABLE: Secretary Vasiliou reported on 1/31/16 A/R which shows decreases of \$81.31 for CONN 9-2, \$2189.21 for Conn 9-4, \$3.84 for CONN 9-5, \$2020.92 for MR. A net increase of \$1093.86 for Conn 9-3 and \$3.00 for E-101 was also noted.

LEGAL ACTION: Attorney Boccalatte stated his 1/30/15 report shows 5 summary process actions started and \$100.00 collected on vacated accounts. Collection has been slow and below average.

FINANCIAL: Mr. Vasiliou submitted the proposed write off list for the Marino Manor complex. On motion by Chairman Cacciola, seconded by Vice Chairman Santacroce, it was unanimously voted to adopt Resolution 2016-5 and waive reading of same.

RESOLUTION 2016-5

WHEREAS, the Housing Authority of the City of Middletown has unsuccessfully tried to collect the following Marino Manor E-101 vacated accounts and;

WHEREAS, the Housing Authority has deemed these accounts to be uncollectible;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Housing Authority of the City of Middletown that the following vacated accounts totaling \$132.00 be written off:

<u>NAME</u>	<u>ADDRESS</u>	<u>CURRENT ADDRESS</u>	<u>WRITE-OFF AMOUNT</u>
McManus, Maria	1 Marino Manor	Deceased	\$ 102
Stonski, Steven	15 Marino Manor	Deceased	\$30
	TOTAL		\$132

Mr. Vasiliou submitted the write off list for the Moderate Rental complex. On motion by Commissioner Cacciola, seconded by Vice Chairman Santacroce, it was unanimously voted to adopt Resolution 2016-6 and waive reading of same.

RESOLUTION 2016-6

WHEREAS, the Housing Authority of the City of Middletown has unsuccessfully tried to collect the following Moderate Rental (MR11, MR-11A & MR 47) vacated accounts and;

WHEREAS, the Housing Authority has deemed these accounts to be uncollectible;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Housing Authority of the City of Middletown that the following vacated accounts totaling \$10,283.74 be written off:

<u>Name</u>	<u>Address</u>	<u>Amount</u>	<u>Address</u>
Freeman, Troy	5 Cubeta Rd.	\$359.11	Unknown
Rivera, Lizette	18 Cubeta Rd.	\$1731.65	Unknown
Woods, Kimberly	26 Cubeta Rd.	\$442.46	Unknown
Ashby, Taquesta	46 Cubeta Rd.	\$183.34	Unknown
James, Demetria	79 Rogers Rd.	\$1471.17	Unknown
Phipps, Satoy	88 Rogers Rd.	\$167.98	Unknown
DeLaCruz, Yamilly	120 Rogers Rd.	\$1189.88	Unknown
Brown, Lakisha	19 Santangelo Cir.	\$705.68	Unknown
Swain, Zelma	52 Santangelo Cir.	\$1842.52	Unknown
Fountain, Channon	99 Santangelo Cir.	\$2075.82	Unknown
Peterson, Brittney	18 Schaefer Rd.	\$114.13	Unknown
Total		\$10,283.74	

Mr. Vasiliou submitted the list of write offs for the Federal complexes. On motion by Commissioner Cacciola, seconded by Vice Chairman Santacroce, it was unanimously voted to approve the Federal write offs as submitted.

SECTION 8: 871 Section 8 units were under lease as of 2/4/16. Mr. Vasiliou also reported that we will do monthly voucher briefings which will result in placing units in the marketplace more evenly.

PERSONNEL: None

MAINTENANCE: 188 work orders were completed in January. REAC preparation continues.

MODERNIZATION: TS: Roofers are making progress, nearing completion; all work and change orders for boiler room are complete. Marino Manor: 3 architects shortlisted for work on roofs, windows, masonry. MT: cost proposals for bathrooms due Feb. 18. SHRP/MR: close out documents for electrical have been received: re-roof work on Santangelo and Long Lane is progressing. REAC inspection scheduled for March 31, 2016: pre-inspections and work being performed at all Federal complexes in preparation.

SPECIAL REPORTS: None

OLD BUSINESS: None

NEW BUSINESS: None

There being no further business to come before the Commission, on motion by Vice Chairman Santacroce, seconded by Commissioner Cacciola; it was unanimously voted to adjourn the meeting at 5:32 pm.

William Vasiliou
Secretary